



Highnam Parish Council Meeting

Gambier Parry Hall: Tuesday 12th July 2022 @ 19.30hrs

Present: Cllrs C Coats, M Welch, V Tustin Smith, J. Smith, B Harding, R Keene, P Dyche, W Badham and W Nicol

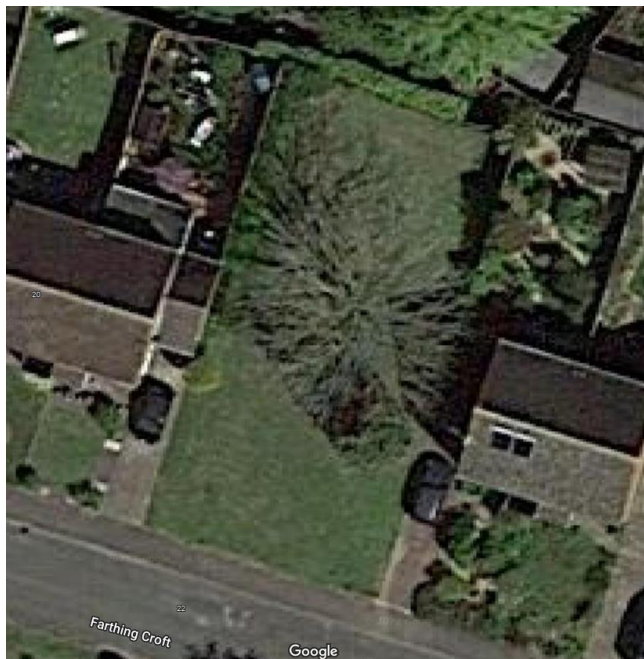
In Attendance: 4 members of the public.

Items raised from last meeting

Public Forum – Members of the public may make representations, ask questions and give evidence at a meeting in respect of the business on the agenda by invitation of the chair.

The Chairman welcomed the public and invited members to raise matters of interest.

- *Concerns raised regarding ball games on a green in Farthing Croft, more recently golf balls which is causing a nuisance for neighbouring properties. This was raised previously and managed by Cllr M Welch and TBC.*
 - *ACTION: Clerk to speak with TBC to understand what can be done.*
- Google Map of the green at Farthing Croft:*



- **A question was asked “why, for the third month running that invoice’s are not available on the HPC website?” Cllr Coats responded to advise the Clerk has been on annual leave and these will be posted in due course.**
- **Grass cutting – question was posed why is the HPC paying for the grass at the end of Lassington Lane when this is owned and should be the responsibility of Gloucestershire County Council? Cllr Coats responded to advise this would be discussed under item 11 - to review approve contract for grass cutting.**

1. To receive apologies for absence

Cllrs P McLain, J Smith (arrived when discussing residual items due to meeting at Tewkesbury Borough Council). Clerk on holiday.

2. To Approve Minutes of Meeting held on 23rd June 2022

**Proposed Cllr W Badham, Seconded Cllr V Tustin Smith, all in favour
Minutes approved.**

3. Members of the Council are invited to declare any interest they may have in the business set out below.

No interest declared by members of the council.

4. Request for dispensations, Declarations of Interest, Gifts and/or Hospitality

None requested or required.

5. To receive County Councillor's Report

See attached

6. To receive Tewkesbury Borough Councillor's report

See attached

7. To receive Clerk's Report and Correspondence.

- Auditors and costs for the container for the Scouts was mentioned at the meeting.
- Work has been completed for the Annual Accounting and submitted to KPG Littlejohn.
- I have spoken to the Scouts and they are waiting for cost for the container. The size is a 20ft container.
- The mowing schedule is detailed: large tractor mower is due on a 6/8 weekly basis for large areas like the playing field. The sit on mower and smaller mowers used to reach smaller areas will come 3/4 weekly. The Highnam Parish Council has employed a contractor to do the following: Lassington Reach entrance two triangle areas and the inside the playground. Due to Ubico not cutting the triangle area at the bottom of Maidenhall and following complaints last year and this we agreed for the contractor to cut.
- I have e-mailed Tewkesbury Borough with issues of the playground and I have been assured this was being dealt with following their own assessment.
- I will be changing the contact details on the Noticeboards.
- Following changes to the Environmental Working Group funding I am currently waiting for their annual costs so I can update the flow chart for payments. Once received I will then request Council to delegate authority to clerk to make payments.

8. Financial Report

- i. **To approve invoices for payment June 2022** – not available owing to Clerk on annual leave, to be approved at the next council meeting in September.
- ii. **To receive Bank Reconciliation** - not available owing to Clerk on annual leave, to be approved at the next council meeting in September.
- iii. **To note Publication of Notice of Public Rights (AGAR)** – has been published.

9. To receive and comment on Planning Applications

**22/00608 Smiths Cottage Barn Two Mile Lane – Erection of first floor extension.
No objection. Proposed Cllr Coats, seconded Cllr Keene. All in favour**

10. Environmental and Footpaths

11. To Review and Approve Contract for Grass Maintenance

Several concerns were raised including defining responsibility for the proposed areas, as mentioned by a member of the public earlier in the meeting. The schedule in the contract is vague and should be more comprehensive to include frequency of the work and the removal or grass cutting or leaving as mulch. Weed spraying was also suggested so Cllr Dyche and Cllr Badham will work with the clerk on this and report back to the council at the next meeting.

12. Update Old School

Chairman advised the council of a recent meeting with trustees of HCCT, the architect and builder and a further meeting will be arranged in the next two weeks to progress.

13. Residual Items

- Cllr Badham was informed that a member of a council was contacted regarding a tree that fallen in Lassington Woods, near Monkey Back. Members confirmed they had not been contacted. Cllr Badham will investigate the fallen tree with the **PROW** officer
- Cllr Badham provided an update on the work carried out by the Heart of Highnam group in recent weeks.
- Cost of the Scouts container was mentioned.
- Auditors?

Meeting closed @ 20.20 hrs

Signed.....

Date.....

Chairman Cllr Charlie Coats

Next meeting: Tuesday 13th September 2022